



**STATE OF DELAWARE  
Architectural Accessibility Board  
540 S. DuPont Highway, Suite 1  
Dover, Delaware 19901**

**MINUTES**

**I. CALL TO ORDER**

The May 11, 2017, meeting of the State of Delaware's Architectural Accessibility Board was called to order by the chairman, Chad Toms. In addition to Mr. Toms, the following board members participated in the meeting, either by email (E) or their actual presence (P): Martin Markiewitz (P), Scott Ward (P), Chang Yoon (P), John Nanni (P) and Steve Tull (P).

Also participating: Jennifer Lieber, Chief Administrator

**II. APPROVAL OF PREVIOUS MINUTES**

The vote was to approve the minutes of the Board's previous meeting, held on April 13, 2017 and the minutes were recorded.

**III. DISCUSSION OF AGENDA**

None

**IV. CHIEF ADMINISTRATOR'S UPDATE**

The following projects (all having no accessibility issues and/or impact) were approved by the Administrator, and were presented to the Board for their endorsement/acceptance of the approval:

1. DEARING – New Castle – replacement of trench drain and storm water sewer pipe
2. JTVCC – Sewer Plant South Upgrade
3. DSU – Price Building Boiler Replacement
4. DSU – Alumni Stadium Stormwater Drainage Improvements
5. DSU – Delaware Hall Gutter Modifications and Storm Water Improvements
6. Cape Henlopen and Lums Pond State Park – New HVAC system at Bath houses
7. White Clay Creek State Park – Two House Demolition
8. Fort Delaware State Park – Photovoltaic Array

**V. SUBMISSIONS REVIEW COMMITTEE REPORT**

The Submissions Review Committee of the Architectural Accessibility Board met on Thursday, April 27, 2017. They reviewed five (5) cases and they were forwarded to the full Board for their review. The Board's comments and actions on these cases are attached as part of these minutes, as well as, three (3) additional cases.

**VI. OLD BUSINESS**

None

**VII. NEW BUSINESS**

None

**VIII. SCHEDULE OF NEXT MEETING**

The next meeting of the Architectural Accessibility Board was tentatively scheduled for Thursday, June 8, 2017, at 1:30 PM. The location will be the State Fire Service Center in New Castle.

**IX. ADJOURNMENT**

With nothing further to review or discuss, the meeting was adjourned.

Respectfully submitted,

Jennifer Lieber, Chief Administrator, AAB

JLL

**SUBMISSION NUMBER** 17063

**OWNER** Dept. of Services for Children, Youth and Their Families

**PROJECT** New Castle Youth Detention Center  
New Small Equipment Storage Building #14  
Wilmington

**DESIGNED BY** RG Architects

**CONTACT PERSON** Oscar Enderica

**PREVIOUS ACTION** None

**COMMENTS** This project is for a new storage building. There are no offices or parking provided in the building. There is a compliant restroom provided. There are no POT requirements.

**RECOMMENDATION** Approved

**SUBMISSION NUMBER** 17064

**OWNER** DE State Police

**PROJECT** DE State Police Troop 7  
Lewes

**DESIGNED BY** Becker Morgan

**CONTACT PERSON** Brenden Frederick

**PREVIOUS ACTION** None

**COMMENTS** This project is for a new 25,197 sf State Police Troop Barracks. The project is not compliant for the following reasons:

1. There is no Sheet C-903 as referenced in the set for parking and signage details.
2. There are no details for the ramp shown in the Front Desk 106 area.
3. There is no detail for the counter at the Front Desk 106 area.
4. Shower fixture locations are not shown in the shower stalls.
5. Door clearances at the entrance to the shower rooms need to be clarified.
6. There are no designated accessible lockers in the locker rooms.
7. The urinal in the Men's Toilet 162 must have a 36" wide clear space if the partition is 24" or deeper.
8. Breakroom 148 – there are no details shown for the counters/benches at the rear of the breakroom.
9. Several counter heights are missing in the elevations.

**RECOMMENDATION** Disapproved

**SUBMISSION NUMBER** 17605

**OWNER** Delaware Emergency Management

**PROJECT** Storage Building  
Smyrna

**DESIGNED BY** Studio JAED

**CONTACT PERSON** Philip Conte

**PREVIOUS ACTION** None

**COMMENTS** This project is for the construction of a new storage building. There are no offices associated with the building. A compliant toilet is provided. The design is compliant and there are no POT requirements.

**RECOMMENDATION** Approved

**SUBMISSION NUMBER** 17069

**OWNER** OMB

**PROJECT** Biggs Museum Renovations  
Dover

**DESIGNED BY** Becker Morgan Group

**CONTACT PERSON** Wayne Sharp

**PREVIOUS ACTION** None

**COMMENTS** This project is for the minor interior renovation of the second floor of the Biggs Museum. A set of all glass double doors is being relocated and an existing storage room is being renovated to be used as an office. The project is compliant and there are no POT requirements.

**RECOMMENDATION** Approved

**SUBMISSION NUMBER** 17036-R

**OWNER** DHSS

**PROJECT** Chelton Apartment Renovations  
Dagsboro

**DESIGNED BY** Design Collaborative

**CONTACT PERSON** Brian Thomas

**PREVIOUS ACTION** Disapproved – March 2017

**COMMENTS** This project is for the renovation of an existing apartment complex for elderly housing. It was previously denied for noncompliant cabinet heights in the accessible units. The kitchens have been redesigned to include a pantry cabinet and are now compliant.

**RECOMMENDATION** Approved

**SUBMISSION NUMBER** 17070

**OWNER** DEARING

**PROJECT** Stern Armory Interior Renovations  
New Castle

**DESIGNED BY** Tetra Tech

**CONTACT PERSON** Chuck Dobbs

**PREVIOUS ACTION** None

**COMMENTS** This project is for the renovation of two non-compliant gang toilet rooms in the Stern Armory. The Women's room includes a shower area. Both proposed toilet room renovations are compliant and access to them is compliant. There are no POT requirements.

**RECOMMENDATION** Approved



**SUBMISSION NUMBER** 17044-R

**OWNER** DNREC

**PROJECT** Owens Station – DNREC Police Outpost  
Dover

**DESIGNED BY** William Byler, Jr.

**CONTACT PERSON** Denise Husband

**PREVIOUS ACTION** Disapproved – April 2017

**COMMENTS** This project is for a new Administrative Offices pole building. The building will have a reception area, a single-user toilet room, an open area, a holding room, an armors room and an interview room. The design was disapproved for the following deficiencies:

1. There are no elevations or details for the Toilet room.
2. There is no Civil plan showing access and parking.
3. There reception window does not meet accessible height standards.

Revised details and plans have been submitted and the project is compliant.

**RECOMMENDATION** Approved

**SUBMISSION NUMBER** 15098

**OWNER** New Castle County

**PROJECT** New Castle County Fire School Classroom Addition

**DESIGNED BY** Studio Jaed

**CONTACT PERSON** Philip Conte

**PREVIOUS ACTION** Approved – May 2015

**COMMENTS** This project includes an addition of a classroom and office area, new parking area and a new accessible entrance. The project also includes POT requirement modifications to an existing bathroom and interior ramp which serves the area. New parking is being provided next to the addition. It includes two new van accessible spaces. The previous submission demolished the existing ramp adjacent to the building and provided a new compliant ramp. The revised submission is to demolish the existing ramp and provide a compliant sidewalk from the new parking to the front canopy area that will access both buildings. The new parking area already supplies a separate compliant sidewalk to the main entrance for the addition.

**RECOMMENDATION** Approved with the following recommendation:  
Although the revision is compliant, it is recommended that you provide 2 additional accessible spaces in the new parking area and provide signage directing traffic to this parking area for accessible parking because of the severe non-compliance of the existing ramp serving the building. Two accessible spaces could then be removed from the circle parking area and additional standard spaces added there.

